

**Board of Director Meeting Highlights**  
Charlottetown, Prince Edward Island  
June 28, 2012

**Board Development**

Dr. John Srigley (Partnership Lead for Pathology) led a Board development session on “Pathology in Cancer.”

**CEO Report**

Jessica Hill, CEO, referred the Board to a hard copy report of the Chief Executive Officer. Items referenced within it included the following:

**Strategy management and communications:**

The Partnership’s 2012-2017 strategic plan *Sustaining Action Toward a Shared Vision* has been shared broadly with partners and stakeholders, and the release generated a significant spike in traffic to the corporate website. The 2011/12 annual report *Focused Approach, Measurable Impact* is being finalized and will be submitted to Health Canada at the end of July.

**Stakeholder engagement and partnership building:**

Dialogue continues with groups across the country about alignment of priorities. Ms. Hill mentioned that the World Cancer Congress and World Cancer Leaders’ Summit will be held in Canada for the first time in Montreal in August 2012.

**Advisory Mechanisms Update**

Dr. Heather Bryant, VP, Cancer Programs, Clinical & Population Health, presented an update on the review of the Partnership’s advisory structure, citing the value of external perspectives in guiding the Partnership’s work. As the term of current advisory committee members will be coming to an end, the committees will be dissolved and an application process will begin to pursue new members with the goal of ensuring perspectives from a range of geographies and areas of expertise. The Partnership’s advisory mechanisms will provide senior management with insight into opportunities, risks, and approaches that will help to advance the work and drive positive cancer control outcomes.

**Cancerview.ca Update**

Lee Fairclough, VP, Strategy, Knowledge Management & Delivery, provided an update on improvements to the [cancerview.ca](http://cancerview.ca) user experience including a more intuitive interface and faster technology. She highlighted the partner and public input that informed the approach. She also highlighted key improvements that have been made to the website, demonstrated through partner and public testing of the current redesign along with earlier metrics including the [cancerview.ca](http://cancerview.ca) survey completed by more than 300 professional respondents and ongoing monitoring of platform metrics including frequently visited pages and common search terms. In terms of the future direction for [cancerview.ca](http://cancerview.ca), there was a discussion of the role of

cancerview.ca with the patient and public audience. Options for the focus of [cancerview.ca](http://cancerview.ca) with this group in the future will be brought forward for discussion with the board.

### **Performance Measurement Strategy**

Andrea Reed, Director, Strategy, Evaluation & Analytics, updated the Board on the development of the Partnership's performance measurement strategy that will help ensure the outcomes of the Partnership's work are on track to achieve their desired impact over time. She outlined the performance measurement strategy's objectives and key elements of Health Canada and Treasury Board requirements that guide the Partnership's approach to developing the strategy. The final performance measurement strategy will integrate existing and new tools to create a unified system for measuring the organization's performance against defined outcomes.

### **First Nations, Inuit and Métis Program Update**

Joanne Lucarz Simpson, Knowledge and Engagement Liaison, and Dr. Evan Adams, Board member and Chair of the Partnership's NAO (national Aboriginal organization) Caucus provided an overview of the current First Nations, Inuit and Métis landscape and environment. Ms. Lucarz Simpson presented early findings from the scans that have been conducted, stakeholder engagement plans and timelines resulting from the First Nations, Inuit and Métis Action Plan on Cancer Control, which was published by the Partnership in June 2011 and had an initial focus on knowledge generation. Progress on, and success of, the action plan's implementation are being shared across the country including by those at the Partnership's NAO Caucus table. Ms. Lucarz Simpson noted that encouraging provinces to continue actively engaging First Nations, Inuit and Métis communities is a priority.

### **CLASP Update**

Dr. Bryant gave an overview of the Coalitions Linking Action and Science for Prevention (CLASP) initiative through which organizations collaborate on seven distinct projects focused on evidence-informed, multidisciplinary and multi-jurisdictional action to address risk factors common to numerous chronic diseases including cancer. She reported on the evaluations of the projects and the extent to which CLASP achieved integration across provinces and territories, with other chronic diseases and among research, practice and policy specialists to broaden and deepen the reach of collaborative cancer and chronic disease prevention efforts. While the second phase of the project, CLASP2, will continue to have a cancer focus, a shared approach to risk factors with chronic disease partners will create links to other chronic diseases.

Three of the seven CLASP projects will be renewed for CLASP2. Dr. Bryant outlined the process for the renewal of the existing initiatives and the associated funding. The Board confirmed that it was comfortable with the renewal process and the funding of the three projects.

### **Canadian Partnership for Tomorrow Project Update**

Dr. Bryant updated the Board on recruitment numbers and activities for the Canadian Partnership for Tomorrow Project, a long-term study involving the participation of tens of

thousands of Canadians who agree to share their health and lifestyle information over their adult lives. The total number of participants recruited as of June 9, 2012 was 242,073 – exceeding the target of 230,000 that had been identified for recruitment by March 2013. The number of biosamples (venous blood) obtained is 65,797. Dr. Bryant reviewed the recruitment plan for 2012/13 and the project's priorities for the second mandate, including the completion of biosample collection with fiscal oversight and pay-for-performance built in to all contracts.

#### **2011/2012 Corporate Plan – Risk and Forecast Summary**

Chris Clark, Chair of the Finance and Audit Committee, noted that the first mandate ended on budget and on time. Aslam Bhatti, VP, Finance & Corporate Services, provided an overview of the various projects underway, indicating that all are low risk except for the Canadian Partnership for Tomorrow Project which has been maintained at medium.

The Board reviewed and accepted the 2011/12 Corporate Plan: Risk and Forecast Summary Report as at May 31, 2012.

#### **Procurement Update**

Mr. Clark noted improvements in procurement over the last five years and that mechanisms are in place to ensure best practices are followed. Mr. Bhatti stated that the majority of the Partnership's expenditures originate with the procurement function (contracts).

#### **Board Policies**

The procurement policy was updated as part of a continuous effort to ensure that the process for procuring is fair, open, transparent and accountable, demonstrating value for money in the expenditure of public funds. The Board approved the revised procurement policy as presented and revised at the meeting with an effective date of July 3, 2012.

#### **2011/12 Audited Financial Statements**

The Board approved the audited financial statements including the auditor's report for the year ended March 31, 2012.

#### **Appointment of Auditors for 2012/13**

Based on the recommendation of the Finance and Audit Committee, the Board appointed Grant Thornton LLP as the auditors of the Partnership for the 2012/13 fiscal year.

#### **Nomination of Directors**

The following Board vacancies were filled:

- Dr. Victoria Lee was elected to the Board of Directors as a Director who is knowledgeable about cancer and cancer control, drawn from the non-government sector.
- Darren Dick was elected to the Board of Directors as a Director at large who is a cancer patient or their family member.

- Dr. Graham Sher was elected to the Board of Directors as a Director at large, being unrestricted as to either government or non-government.
- Christine Power, Mel Cappe and René Gallant were re-elected to the Board of Directors.

#### **Appointment of Board Officers**

The Board approved the following appointments:

- Chris Clark was appointed Chair of the Partnership.
- Mel Cappe was re-appointed Vice-Chair of the Partnership.
- Laura Talbot was appointed Chair of the Finance and Audit Committee.
- Aslam Bhatti, VP, Finance & Corporate Services, was appointed Secretary of the Corporation until he resigns or his successor is appointed.

#### **Incoming Chair's Remarks**

Chris Clark thanked Simon Sutcliffe for the credibility he brought to the Board, and Jessica Hill for her work over the last 5 years bringing the Partnership to where it is today. Mr. Clark also introduced and welcomed Shelly Jamieson as the incoming CEO starting officially in July. As the newly appointed Board Chair, Mr. Clark gave a brief snapshot of his vision for the Board going forward and advised that he will reach out to Board members to obtain their individual views on the current state of the Partnership and issues that require attention going forward. Mr. Clark added that Industry Canada's new not-for-profit act will require changes to the Partnership's bylaws by 2014, creating an opportunity to confirm that the Partnership's governance model has the right size, representation and mix of skills to ensure successful delivery of its mandate.

#### **Committee Membership**

A number of changes to the Partnership's committee structure were proposed including a reduction in the use of the Executive Committee, the establishment of a Human Capital Committee, the dissolution of the Canadian Partnership for Tomorrow Project ad hoc committee and the transfer of the Canadian Partnership for Tomorrow Project oversight responsibilities to the Performance Committee.

The Board established membership for the Executive Committee, Governance and Nominating Committee and Finance and Audit Committee.